

## **CITY OF BROOKSVILLE FINANCE DEPARTMENT**

**Date:** September 9, 2004

**To:** Mr. Richard Anderson, City Manager

**From:** Stephen J Baumgartner, Finance Director



**RE:** 2003 04 Budget Amendments

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The Budget Amendments are prepared and are ready for Council Approval. Here is a short explanation of the recommended amendments:

Sections 1.a. through Section 1.b.: Donation of 2 motorcycles to Brooksville Police Department from Hialeah.

Sections 2.a through 2.b.: Purchase of radio for reserve firefighters.

Sections 3.a. through 3b.: Purchase of Tasers from Law Enforcement Impact Fees.

Sections 4.a. through 4.d.: Reinstating transfers to the Vehicle Replacement/Internal Service Fund as instructed by City Council

Sections 5.a. through 5.c.: Re-establishing the CRA (TIF) within our 03/04 Budget as a result of the 02/03 Audit

Section 6a. through 6.b.: Purchase of dampers for City Hall.

Section 7.a. through 7.b.: Funds to remodel the kitchen at the Fire Station.

Section 8.a. through 8.b.: The re-establishment of the CAD Technician salary position in the Water & Wastewater Fund.

Section 9.a. through 9.b.: Gift from Friends of the Children to Operation Backpack.

Section 10.a. through 10.b.: Monies spent for emergency A/C repairs at City Hall.

Section 11.a. through 11.b.: Capital expenditures of software for Finance. The expenditure was split between the 2 fiscal years.

Section 11.a. through 11.b.: Selling of surplus property and using the funds for signage at the Quarry.

sjb

Attachments

RESOLUTION NO. 2004-19

A RESOLUTION PROVIDING FOR CERTAIN BUDGET AMENDMENTS FOR FY 2003-04 BUDGET AND SETTING AN EFFECTIVE DATE.

WHEREAS, on September 29, 2003 City Council adopted Ordinance No. 659 providing a process for making appropriations for the general operations of the City of Brooksville, Florida from its several funds for the twelve month period beginning October 1, 2003 and ending September 30, 2004; and,

WHEREAS, certain budget amendments or adjustments were made throughout the 2003-04 fiscal year that affect the above appropriations; and,

WHEREAS, certain additional modifications are being proposed, appropriations or transfers from various accounts: and

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BROOKSVILLE, FLORIDA, that certain budget amendments or appropriations are hereby approved, as follows:

Section 1.a. \$4,600 is budgeted in General Fund Revenues (001 366 48860) to recognize the donation of two 1997 Kawasaki KZ1000-P160 Police Pursuit Motorcycles (estimated book value each \$2,300) from the City of Hialeah, Florida to the Brooksville Police Department

Section 1.b. \$4,600 is budgeted in Police Capital (001 013 521 55640) to recognize the donation of two 1997 Kawasaki KZ1000-P160 Police Pursuit Motorcycles (estimated book value each \$2,300) from the City of Hialeah, Florida to the Brooksville Police Department.

Section 2.a. \$2,327 is budgeted in Fire Capital (001 014 522 55640) for the purchase of a HO1QX 202H-MTS 2000 Series I portable radio to be used by reserve firefighters. See memorandum from Chief Daughtery to City Manager dated 7/9/04.

Section 2.b. \$2,327 is budgeted as a reduction to General Fund Reserve for Contingencies.

Section 3.a. \$9,400 is budgeted as an increase to Uncapitalized Equipment in Law Enforcement Impact Fees Fund (GL Account # 112 013 521 555.00). Refer to Council Meeting dated 6/7/04. This represents the cost of 20 Model 26000 Tasers X26.

Section 3.b. \$9,400 is budgeted as a reduction from Law Enforcement Impact Fees Reserves for Contingencies to purchases twenty (20) Tasers for Police Department.

Section 4.a. \$108,507 City Council reinstated Transfers Out to fund Vehicle Replacement Fund on 8/13/04 from General Fund. Transfers totaling \$108,507. General Fund Transfers are: Parks \$2,348; Parks JBC \$2,400; Fire \$45,486; Police \$42,677; Streets \$8,900; DPW Admin \$2,432; Admin \$1,998; Admin MIS \$2,266.

Section 4.b. \$108,507 is budgeted as a reduction to General Fund Reserve for Contingencies for Transfers Out of General Fund to the Internal Service/Vehicle Replacement Fund.

Section 4.c. 108,507 is Budgeted as a Transfer In to Internal Service Fund on the behalf of the Vehicle Replacement Fund from the General Fund departments.

Section 4.d. \$108,507 is budgeted as a increase to Internal Service Fund Reserves/Vehicle Replacement. Council reinstated Transfers on 8/13/04.

Section 5.a. \$6,075 is budgeted as other Contractual Services in Fund 615 Community Redevelopment Area (TIF)( Account # 615 015 515 53400). Auditors requested that the CRA be budgeted because it is considered a dependent component unit of the City of Brooksville.

Section 5.b. \$69,026 is budgeted as Ad Valorem Taxes (Account # 615 000 311 40000). This represents the TIF payments from the County and City to the CRA. Auditors requested that the CRA be budgeted because it is considered a dependent component unit of the City of Brooksville.

Section 5.c. \$12,951 is budgeted as an increase to the CRA Fund Reserves. Refer to 5.a. and 5.b.

Section 6.a. \$4,331 is budgeted as an increase to City Hall Renovations Fund Uncapitalized Equipment (GL Account # 307 009 510 55500). This is renovations to the City Hall HVAC Modification Project approved by City Council on 2/2/04.

Section 6.b. \$4,331 is budgeted as a decrease to the City Hall Renovations Fund Reserves.

Section 7.a. \$7,500 is budgeted as an increase to the Fire Impact Fees Building Capital Account (114 000 522 55620). This was approved by City Council on 8/2/04 for remodeling of the kitchen area including cabinets, counter tops, electrical wiring upgrades and lighting upgrades.

Section 7.b. \$7,500 is budgeted as a decrease to the Fire Impact Fees Reserves.

Section 8.a. \$12,000 is budgeted as an increase to the Water and Wastewater Salaries. (401 021 536 51200) This was approved by City Council on 8/2/04. This is the re-establishing of the Inspector/CAD Technician position.

Section 8.b. \$12,000 is budgeted as a decrease to the Water and Wastewater Reserves.

Section 9.a. \$500.00 is budgeted as Aid to Private Organizations (130 025 572 58200) for donation to Operation Backpack from Friends of the Children Fund. City Council approved 7/12/04.

Section 9.b. \$500.00 is budgeted as a decrease to Friends of the Children Reserves.

Section 10.a. \$3,252 is budgeted to Repair and Maintenance Supplies (306 009 510 55223) in the Public Facilities Emergency Repair & Maintenance Fund. This was authorized by City Council on 8/2/04 for emergency repairs to AC Compressor. See memo from Karen Phillips dated 7/19/04.

Section 10.b. \$3,352 is budgeted as a decrease to Public Facilities Emergency Repair & Maintenance Fund.

Section 11.a. \$8,370 is budgeted as an increase in Machinery and Equipment in the General Fund Finance Department (001 012 513 55640). This is a carryover from the 02/03 Budget for the purchase of the MIP Financial Software. Part of the expenses were split to both fiscal years creating the necessity of this amendment. Council approved purchase on July 21, 2003.

Section 11.b. \$8,370 is budgeted as a decrease to General Fund Reserves for Contingencies.

Section 12.a. \$1,200 is budgeted as an increase to Miscellaneous Revenues-

Quarry (001 000 369 48898). These funds came from the selling of excess equipment (batteries).

Section 12.b. \$1,200 is budgeted as an increase to Advertising Activities (001 026 572 54800). This was authorized by City Council on 6/7/04. Refer to memo dated 6/8/04 from Mike Walker.

Section. EFFECTIVE DATE: This Ordinance shall become effective immediately upon adoption.

PASSED AND ADOPTED THIS \_\_\_\_\_ day of \_\_\_\_\_ A.D., 2004.

CITY OF BROOKSVILLE, FLORIDA

\_\_\_\_\_  
MARY A. STAIB, MAYOR

ATTEST: \_\_\_\_\_  
KAREN M. PHILLIPS, CMC  
CITY CLERK

FINAL VOTE OF COUNCIL:

APPROVED AS TO FORM AND CONTENT  
FOR THE RELIANCE OF THE CITY OF  
BROOKSVILLE ONLY:

Bernardini \_\_\_\_\_  
Johnston \_\_\_\_\_  
Lewis \_\_\_\_\_  
Staib \_\_\_\_\_  
Wever \_\_\_\_\_

\_\_\_\_\_  
DAVID LaCROIX, CITY ATTORNEY